



## Invitation to Bid      HNS-19-27

**NOTE:** Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>130 HAMPTON CHURCH ROAD</b>		<b>SAFE HOME CHARLOTTE</b>
Bid Walk: <b>11/15/18 at 11:00 AM</b>		
Bid Opening: <b>11/26/18 at 2:00 PM</b>		
Client Name:		Contact Number:
Project Manager: <b>JAMES MAHON</b>		Contact Number: 704-432-2321

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at **JAMES MAHON** (cell # 704-614-6655).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the above due date and time.**



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **130 HAMPTON CHURCH ROAD** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$) \_\_\_\_\_

*Written total*

Specs Dated: 10/08/18

Number of Pages: 6 Rehab Only ( 0 LbP )

Addenda # 1 Dated:

Number of Pages:

Addenda # 2 Dated:

Number of Pages:

**Project Schedule:** \* *MUST provide Start Date :*

**Completion Deadline:** \* *MUST provide Completion Date :*

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

James M. Mahon  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 432-2321



## **Instructions to Bidders**

### **Explanations to Bidders**

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### **Preparation of Bids**

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

### **Submittal of Bids**

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



***SAFE HOME***  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - Scope of Work
  - Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Response Due: 10/8/2018 11:00 AM

Prepared By:

City of Charlotte Housing & Neighborhood Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 130 Hampton Church Rd  
Charlotte, NC 28262

Owner: Diane Long

Owner Phone: Home: (704) 547-1756

Structure Type: Single Unit

Program(s): Under Code Enforcement

Square Feet: 800

Tested- HAS LEAD

Year Built: 1956

SHFY19- Not Ranked

Property Value: 42000

Tax Parcel: 04933517

Census Tract:

Property Zone: Council District 4

## Repairs

### Description

Floor

Room

Exterior

### **Portable Toilet**

**Exterior**

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

### **Permits Required**

**Exterior**

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

### **Dumpster**

**Exterior**

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Tear Off & Reroof Shingles

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Vinyl Soffit & Aluminum Fascia

Install vented vinyl soffit to roof edges, ensuring existing soffit is opened up to allow attic ventilation. Install solid vinyl soffit to all gable overhangs. Wrap all fascia and wood trim with PVC coated aluminum coil stock.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Gable Vent Replace

Remove existing gable vent and replace with new vinyl vent; apply J channel and new siding around vents to provide a watertight seal.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Vinyl Siding

Replace all deteriorated exterior building components. Wrap home with Tyvek vapor/ infiltration barrier. Install vinyl clapboard siding including corners, door and window trim to complete installation. Owner's choice of siding color, exposure, and texture with 50 year warranty.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Wrap Misc. Wood Components

Wrap all of the listed components with the appropriate vinyl or aluminum product. All materials and work shall comply with the Constructions Specifications and the Building Code. Components with lead hazards shall be treated in accordance with HUD and EPA lead hazard protocols.

\*all front porch painted wood components including beam surfaces, frieze boards, door trim, ceiling, gable end siding, and all associated trim

\*all back porch painted wood components including beam surfaces, frieze boards, door trim, ceiling, gable end siding, and all associated trim

\*wall areas between lower and upper roof and associated trim

\*all gable vents (vents may be replaced at contractor's discretion)

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Soffit Porch Ceiling

Install solid soffit to porch area. Include all accessories, including breaking coil stock.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Aluminum Storm Door

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Vinyl Window

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. Any windows replaced in a bathroom must have tempered glass.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Prehung Metal Door Entrance

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Exterior Deck

Remove and dispose of existing deck and replace with new exterior deck, including steps and railings.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$



# Work Specification

## Smoke Detector Hard Wired

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Electric Service 200 AMP

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration.

Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

Rebuild the bathroom complete with all the following features:

- \*floor, wall, and ceiling insulation at locations required by the Construction Specifications
- \*ceiling mounted fan vented through the roof
- \*switched light fixture over the vanity
- \*GFCI outlet per Code
- \*4 piece fiberglass tub and surround
- \*drywall and finish walls and ceiling
- \*Resilient flooring installation with shoe molding
- \*prehung six panel door and hardware
- \*baseboard and shoe mold at standard locations
- \*1.6 gpf commode
- \*24" vanity with cultured marble top and single handle faucet
- \*3 piece bath hardware set (towel bar, paper holder, and towel ring)
- \*mirror over vanity
- \*walls and ceiling painted semi-gloss per Construction Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

## Miscellaneous Plumbing Scope

\*\*\*add misc. plumbing repair here.\*\*\*

Bid Cost:  $\frac{\quad}{\text{Base}} \times \frac{\quad}{\text{Quantity}} = \frac{\quad}{\text{Total Cost}}$

# Work Specification

## Floor System Repair

### Kitchen

Remove all fixtures not built in. Dispose of damaged/unsafe components of floor assembly. Work may include installation of 2"x 8" joists hung 16" on center, plywood or tongue and groove subfloor. Include replacing all deteriorated band joists and insulating floor to code.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Prep & Paint Ceiling

### Bedroom # 2

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with Owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi-gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Ceiling Repair

### Bedroom # 3

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Insulate Floor R-19

### Crawl space

Install R-19 Kraft faced batt fiberglass insulation to floor where missing. Vapor barrier must face heated space. Use strong wire, "tiger teeth" or mesh to hold insulation in place.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Attic Insulation Increase to R-38

### Attic

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

# Work Specification

## Carpet & Pad

entire house

Contractor to move furniture as required to complete carpet installation and return furniture. Remove existing carpet, pad, tack strips and metal edge strips to a code legal dump. Install 28oz or better low VOC carpet over 6 lb. rebound pad including new tack strips and metal edging. Owner's choice of color and style.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

LEAD ABATEMENT SCOPE OF WORK

& INSTRUCTIONS TO BIDDERS

Address 130 Hampton Church Rd.

Complete the following scope of work:

Item #	Feature	Method	Number	Cost Per unit	COST
1	Interior Door Jamb- Room # 8- Side D	Jamb- Intact and in Good Condition. NO Work required.	0		\$0
2			0		\$0
3			0		\$0
4			0		\$0
5			0		\$0
6			0		\$0
7			0		\$0
8			0		\$0
9			0		\$0
10	Waste Disposal		0	1	\$0
			total		\$0

Contractors may submit an occupant protection plan on the form provided.

1 Contact Lars Aamont if an additional form is needed. Phone 704-593-1640

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Lars Aamont to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Adden 0

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone: